

AOC - YOUTH COURT PROGRAM DIRECTOR

Characteristics of Work

This position involves working with issues that affect the State's youth courts. The employee will provide research and consultation services to the youth courts and various committees through operational and policy analysis; program design, development, and, oversight; and assistance regarding case management and court operations. The employee will assist in evaluating programs and practices that affect the function of the youth courts. The employee will also oversee the Youth Court Support Fund.

Examples of Work

The following are examples of work performed for positions in this job class.

- Collect, obtain, compile, digest, and publish information and statistics concerning youth courts.
- Assist any statewide committees, groups, and/or agencies dedicated to improving the youth court system.
- Monitor legislation affecting youth courts.
- File all necessary paperwork and documents regarding any grants applied for by or awarded to the Administrative Office of Courts for the benefit of youth courts.
- Assist in the training and deployment of the Mississippi Youth Court Information Delivery System (MYCIDS).

Minimum Requirements

A Bachelor's Degree from an accredited college or university and four (4) years of experience in work related to the above-described duties;

or

A Bachelor's Degree from an accredited college or university and a Juris Doctor from an American Bar Association (ABA) accredited school of law.

Salary Range

\$50,000.00 - \$65,000.00

Send Resume by October 31, 2014, to:

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